



San Bernardino County IHSS Advisory Committee



686 East Mill Street
San Bernardino CA 92415

January 6, 2016
9:00 AM to 12:00 PM
Conference Room A & B

Meeting Minutes

Members Present

Linda Brooks
Carolyn Medina
Greg McDermont
Mirna Ruiz
Chris Tarr
Mary Gillion

Members Absent

Sheila Brown
Linda Higgins
Kristie Sepulveda-Burchit
Larisa Crossno
Jacqueline Pringle

Members of the Public

Wendy Haro
Enrique Camacho
Wendy Whitaker
Roxanne Chiappone

Public Authority Staff

John Dixon
Valerie Martinez
Sandy Gonzalez

MINUTES

1. CALL TO ORDER AND INTRODUCTIONS – 9:33 A.M.

2. APPROVE MINUTES FROM OCTOBER 7, 2016 MEETING

Mirna Ruiz on behalf of Kristie Sepulveda – Burchit requested the following corrections:

- Page 1 under Members Present remove alternate to Kristie Sepulveda-Burchit name.
- Page 1 under Corrections change the word “minutes” to “ballots”.
- Correct Mary Gillion to not an active member.
- Suggested training on the Brown Act as part of meeting.
- Letter submitted on 10/7 added to agenda.

Carolyn Medina

- Her comments were left out and other affiliates were at disagreement.

John Dixon on behalf of Linda Higgins

- Correct to reflect concern over parent with more than one child losing pay as result of overtime.

Chris Tarr made motion to approve changes with corrections.

2nd by Mirna Ruiz

3. ADDITIONS/CHANGES TO AGENDA

Carolyn Medina

- Changing IHSS committee bylaws.
- Recipient finding homecare provider.

4. PUBLIC COMMENT ON AGENDA ITEMS

No public comments

5. VICE CHAIR’S REPORT (Linda)

No report

6. IHSS PUBLIC AUTHORITY REPORTS

John Dixon

- The report we were reviewing showed Mary Gillion as an active member; due to this error we will need to select a new chair officer. We currently have Quorum to vote for new officer.

- Members nominated must be present to accept position. The members nominated for chair were Linda Higgins and Kristie Sepulveda-Burchit.
- Elections will be completed by mail and via phone. Once member are elected the Board will be notified. Alternates can not receive voting ballot. If selected candidate does not accept position the runner up will be offered position.
- FLSA
 - We will be offering several training sessions starting in February and continuing into March.
 - Recipients and providers were notified of changes via mail. Trainings will be by appointment only and not be considered mandatory.
 - To better serve the recipients, Public Authority used different marketing strategies in preparation for FLSA demands.
 - Two different trainings will be provided for the homecare providers; one will be for providers with travel time and the other for providers without travel time to avoid confusion.
- Public Authority is trying to increase the registry by 15% targeting recruitment in hard to serve areas such as Chino and Mountain areas.
- Effective January 25th Public Authority will be fully staffed; this will help with the preparation of the FLSA work load and training schedules.
- W2's
 - By law all W-2's must be mailed by January 31st.
 - The State will start mailing out W-2's on January 14th.
 - All homecare providers' addresses should be current in the system.
 - Returned W-2's will be mailed back to the State then mailed to local offices.
 - Each office will house all returned W-2's.
 - Duplicate W-2's may be requested by the 3rd week of February.
- Effective January 1, 2016 wage rate was increased to \$10.00 per hour.

7. DEPARTMENT OF AGING AND ADULT SERVICES REPORT

Chris Tarr-

- DAAS is hiring 3 additional Social Workers for each office. We are preparing for higher caseloads. Stats on the following were disclosed: Large Counties and Statewide trend comparisons, severely impaired caseload, protective supervision cases, paramedical hours, Authorized hours per case and percentage of overdue reassessments are part of the caseloads.

Guest Speaker- Heather Granger (Supervising Nurse)

- Ms. Granger has been with DAAS 7 years as a Nursing Supervisor. Stated: We currently have 5 nurses, 2 in Rancho Cucamonga, 1 in Victorville and 2 in San Bernardino. Ms. Granger requested additional nurses for the Victorville and San Bernardino areas due to caseload increase. Nurses are currently overwhelmed with the amount of paramedic referrals they are receiving.
 - For paramedical hours we do have to follow State guidelines. These guidelines are not for public use. Service hours are given for each medical condition.
 - Service hours are calculated individually per client. If the Homecare provider has experience service hours allotted, they may decrease. For example, G-tube services allotted hours are only for prepping time, and not for the time bag takes to infuse.
- Nurses can educate homecare providers on paramedical service. We will not do hands on training, but definitely educate. Some tips for homecare providers are:
 - Replace sleeper frequently
 - When trimming toe nails trim straight across to prevent infection.

8. BREAK (NONE – MEETING CONTINUED)

9. COMMITTEE REPORTS

LEGISLATIVE COMMITTEE REPORT

- Mirna Ruiz volunteered

FINANCE REPORT

- Carolyn Ruiz volunteered

10. OLD BUSINESS

- Ethic training flyer provided to all present members. All members must provide proof of completion by next meeting.
- Member recommendation- All applications received reside in San Bernardino area. We need recipients from other areas such as Barstow, and the Mountains. Letters were mailed out to recipients in needed areas. We are waiting for the outcome of targeted recruitment.

11. NEW BUSINESS

- Folders containing bylaws were handed out to members present.
- Carolyn Medina requested changes to bylaws allowing members to fulfill Secretary Position. She would like members to be able to take minutes, rather than someone from the PA agency.
- Carolyn Medina- would like to discuss the concerning issues with finding caregivers for the independent living seniors and adults with disabilities. Ms. Medina stated that there is difficulty finding caregivers based on the rate of pay. Services provision is not being accessible. Some people say we only charge \$15.00 or \$18.00 leaving recipients in hardship to personally fund a third of the expense for their own care giving. When we know the resource is not available. Some cases recipients need to wait approx. 3 days for their services, but can get caregivers on the phone to provide rate of pay. This issue is a high priority.
- Letter submitted by Kristie Sepulveda-Burchit will be postponed for next meeting.

12. PUBLIC COMMENT

- Caregivers should not need to wait to receive wage increase until minimum wage goes up. Public expressed the feeling that this job is really hard. Providers are going to other Counties to receive higher pay.
- Riverside County receives higher pay. I have to have 3 jobs to support my family. We live at poverty level. Care giving is a very hard job and they need to pay accordingly. We need to receive a normal increase. It's cheaper for the State to keep recipients out of facilities.

13. ADJOURNMENT

Meeting adjourned at 11:10am

Next meeting will be Wednesday, April 6, 2016